United Nations

Framework Convention on Climate Change

FCCC/SBI/2018/7

Distr.: General
22 March 2018

Original: English

**Subsidiary Body for Implementation**
**Forty-eighth session**
**Bonn, 30 April to 10 May 2018**

Item 20 of the provisional agenda
**Arrangements for intergovernmental meetings**

# Arrangements for intergovernmental meetings

## Note by the Executive Secretary

*Summary*

This document provides information on:

(a) The twenty-fourth session of the Conference of the Parties (COP), the fourteenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) and the third part of the first session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement. An overview of the initial organizational scenario and issues to be considered in planning the sessions, as well as possible elements of the provisional agendas for COP 24 and CMP 14, are presented;

(b) Planning for future sessional periods, with guidance sought from the Subsidiary Body for Implementation regarding the dates for the sessional periods in 2023;

(c) The organization of the intergovernmental process, including the engagement of observer organizations.

GE.18-04464(E)

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# I. Introduction

## A. Mandate

1. Article 8, paragraph 2, of the Convention, Article 14, paragraph 2, of the Kyoto Protocol and Article 17, paragraph 2, of the Paris Agreement provide that the functions of the secretariat shall be, inter alia, to make arrangements for sessions of the Conference of the Parties (COP), the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP), the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) (hereinafter referred to as the governing bodies) and the subsidiary bodies under the Convention and to provide them with services as required. In order to make the necessary arrangements for intergovernmental meetings, the secretariat periodically seeks guidance from the Subsidiary Body for Implementation (SBI).

## B. Possible action by the Subsidiary Body for Implementation

2. The SBI is invited:

(a) To provide guidance on the organization of work of the sessions of the COP, the CMP, the CMA and the subsidiary bodies to be convened during the United Nations Climate Change Conference to be held in Katowice, Poland, from Monday, 3 December, to Friday, 14 December 2018[1] (hereinafter referred to as the Conference), as well as advice and guidance to the Presidency, the incoming Presidency, the Bureau of COP 23, CMP 13 and CMA 1.2 and the secretariat on the planning of the sessions;

(b) To provide advice to the secretariat on possible elements of the provisional agendas for COP 24 and CMP 14;[2]

(c) To recommend dates for the sessional periods in 2023 for adoption at COP 24;

(d) To exchange views and provide guidance on the organization of the intergovernmental process, including by considering the biennial update on the participation of observer organizations and additional opportunities to further enhance the effective engagement of non-Party stakeholders with a view to strengthening the implementation of the provisions of decision 1/CP.21.

# II. Twenty-fourth session of the Conference of the Parties, fourteenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and third part of the first session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement

## A. Preparations for the Conference

3. COP 22 accepted with appreciation the offer of the Government of Poland to host COP 24, CMP 14 and CMA 1.3, subject to the successful conclusion of a Host Country Agreement.[3] In accordance with decision 24/CP.22, paragraph 10, and decision 22/CP.23, paragraph 4, the Executive Secretary is continuing consultations with the Government of

[1] Decisions 24/CP.22 and 22/CP.23.

[2] Since the first session of the CMA was suspended in November 2017, the CMA agenda remains as adopted and unchanged.

[3] Decision 24/CP.22, paragraph 9.

Poland to make the necessary arrangements for convening the sessions, including by concluding and signing a Host Country Agreement.

4. At its meeting on 12 March 2018, the Bureau received an update on the logistical preparations for convening the Conference. The Bureau noted that preparations for the Conference are progressing and that further information will be provided at SBI 48.[4]

## B. Organization of the sessions

5. During the two-week sessional period of the Conference, sessions of the COP, the CMP, the CMA, the Subsidiary Body for Scientific and Technological Advice (SBSTA), the SBI and the Ad Hoc Working Group on the Paris Agreement (APA) will take place. The Conference will also include a joint high-level segment of the COP, the CMP and the CMA.

6. At its meeting, the Bureau considered how to organize work during the Conference in an effective manner and acknowledged that some flexibility is needed given the significance of the outcomes of the Conference, as well as the evolving nature of the negotiations. The Bureau highlighted that the SBI may wish to consider and provide guidance on the optimal time for the subsidiary bodies to conclude their work in such a way as to allow sufficient time for the COP to consider the outcomes of the Paris Agreement work programme (PAWP), and for the CMA to consider and adopt the outcomes.

7. As a basis for discussion and taking into account the evolving nature of the negotiations, an initial overview of the organizational scenario of the Conference is presented below.

8. The Conference will open on Monday, 3 December 2018. At the opening meeting, the President of COP 23, CMP 13 and CMA 1.2 would open COP 24 and propose the election of the President of COP 24, CMP 14 and CMA 1.3.[5] The COP would then take up some of its organizational and procedural agenda items, including the adoption of the agenda and the organization of work. The COP would refer items of its agenda to the subsidiary bodies, as appropriate. The opening meeting of the COP would then be adjourned.

9. CMP 14 would then be opened and the CMP would take up some of the organizational and procedural items on its agenda, including the adoption of the agenda and the organization of work. The CMP would refer items of its agenda to the subsidiary bodies, as appropriate. The opening meeting of the CMP would then be adjourned.

10. The CMA would then resume its first session in its third part and take up some of its organizational and procedural agenda items. The opening meeting of CMA 1.3 would then be adjourned.

11. A joint plenary meeting of the COP, the CMP and the CMA would follow, to hear concise statements on behalf of groups of Parties. The COP and the CMP would convene plenary meetings later in the week to take up the items on their agendas not referred to the subsidiary bodies.

12. The SBSTA, the SBI and the APA will be considering numerous issues, including those relating to the PAWP. COP 23 confirmed the firm determination of the COP to oversee and accelerate the completion of the PAWP by COP 24 and to forward the outcomes for consideration and adoption at CMA 1.3.[6] In addition, the SBI will be holding a multilateral assessment working group session under the international assessment review process and a workshop for the facilitative sharing of views under the international consultation and analysis process.

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[4] The incoming Presidency of COP 24 will hold a logistics briefing on Monday, 7 May 2018.

[5] COP 23 expressed its appreciation for the nomination, received by the secretariat on 10 May 2017, from the Eastern European States of Mr. Jan Szyszko to serve as President (decision 22/CP.23, paragraph 2).

[6] Decision 1/CP.23, paragraph 2.

13. During the Conference, the COP will also convene mandated events (see para. 21 below).

14. The secretariat will continue efforts[7] to ensure efficient and effective use of time during the Conference. With over 70 agenda items, including agenda sub-items, across the governing and subsidiary bodies, allocating time for adequate consideration of each item will be a challenge. This challenge will be complicated by the need to avoid clashes of meetings on agenda items with similar or closely related substantive content. It will also be necessary to take into consideration clashes between meetings on agenda items and mandated events with a similar substantive focus. The presiding officers will continue to work with facilitators, the Bureau and the secretariat to optimize time management for the Conference.

15. In keeping with established practice, the Conference will be guided by the principles of openness, transparency and inclusiveness, reflected in the conduct of informal plenary meetings, the electronic availability of documentation and plenary statements, timely meeting announcements and the broadcasting of meeting information on closed-circuit television and the UNFCCC website.

16. The SBI will be invited to consider and provide guidance to the Presidency, the incoming Presidency, the Bureau and the secretariat on the organization of work of the Conference, including on when and how to conclude the work of the subsidiary bodies.

## C. High-level segment

17. The high-level segment of COP 24, CMP 14 and CMA 1.3 is planned to be organized in the light of the lessons learned from previous United Nations Climate Change Conferences, especially in relation to ensuring efficient time management. The high-level segment could be inaugurated on Tuesday, 11 December, with statements to be made by high-level dignitaries and on behalf of groups of Parties, as appropriate.

18. The COP, the CMP and the CMA could convene in joint plenary meetings on Wednesday, 12 December, and Thursday, 13 December, to hear national statements from ministers and other heads of delegation. There would be one speakers' list for statements on behalf of Parties to the Convention, the Kyoto Protocol and the Paris Agreement. No decisions would be taken in the joint plenary meetings. To make the best use of the available time, the recommended time limit for each statement, as at previous sessions, would be three minutes, signalled by a bell system. The full text of the official statements would be posted on the UNFCCC website.

19. Statements from observer organizations could be heard in a joint plenary meeting of the governing bodies on 13 December. As at previous sessions, the recommended time limit for each statement would be two minutes.

20. Separate meetings of the COP, the CMP and the CMA would be held for the adoption of decisions and conclusions emerging from the sessions. The COP, the CMP and the CMA will conclude their work on Friday, 14 December.

21. High-level events to be convened during the Conference include the third ministerial dialogue on climate finance and the high-level event on global climate action. Ministerial participation is envisaged during the political phase of the Talanoa Dialogue and the stocktake on pre-2020 implementation and ambition.

22. The SBI may wish to provide guidance to the Presidency, the incoming Presidency, the Bureau and the secretariat regarding how the high-level segment could be organized.

[7] Over the years the secretariat has sought to improve the scheduling process, with the latest improvement being to cluster agenda items by substantive theme so that meetings on agenda items with similar or closely related substantive themes are held in the same room, to the extent possible, in order to make efficient use of time and facilities.

### D. Possible elements of the provisional agendas

23. Rule 9 of the draft rules of procedure being applied provides that "in agreement with the President, the secretariat shall draft the provisional agenda of each session".[8] Possible elements of the provisional agendas for COP 24 and CMP 14 have been prepared by the secretariat, following consultations with the President and the Bureau, and are contained in annexes I and II. The possible elements closely follow recent agendas and reflect the expected outcomes of COP 24 and CMP 14. In addition, they include organizational and procedural elements, as well as the high-level segment for ministers and other heads of delegation. The adopted agenda for CMA 1.3 is contained in annex III.

24. Parties will be invited to present their views on the possible elements of the provisional agendas for COP 24 and CMP 14. Considering those views, the secretariat will finalize the provisional agendas, in agreement with the President, and make them available in the official United Nations languages at least six weeks before the opening of the sessions, in accordance with rule 11 of the draft rules of procedure being applied.

## III. Future sessional periods

### A. Future sessional periods of the Conference of the Parties, the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement

25. COP 23 noted that, in keeping with the principle of rotation among regional groups, the President of COP 24, CMP 14 and CMA 1.3 would come from the Eastern European States.[9]

26. COP 23 also noted that the President of the sessions to be held from 11 to 22 November 2019 would come from the Latin American and Caribbean States[10] and that the President of the sessions to be held from 9 to 20 November 2020 would come from the Western European and other States.[11]

27. The SBI may wish to encourage the Latin American and Caribbean States to present an offer to host the sessions to be held in November 2019, so that the SBI may recommend a draft decision on this matter for consideration and adoption at COP 24.

28. The SBI may also wish to invite the Western European and other States to come forward with offers to host the sessions to be held in 2020, so that the SBI may recommend a draft decision on this matter for consideration and adoption at COP 24.

### B. Calendar of meetings of the Convention bodies

29. SBI 48 will be invited to consider the proposed dates for the sessional periods in 2023, as follows:

(a) First sessional period: Monday, 5 June, to Thursday, 15 June;

(b) Second sessional period: Monday, 6 November, to Friday, 17 November.

30. The SBI may wish to recommend the proposed dates referred to in paragraph 29 above for consideration and adoption at COP 24.[12]

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[8] FCCC/CP/1996/2.

[9] Decision 22/CP.23, paragraphs 1 and 2.

[10] Decision 22/CP.23, paragraph 5.

[11] Decision 22/CP.23, paragraph 8.

[12] Following the recommendation of SBI 46 (FCCC/SBI/2017/7, para. 115), COP 24 will be invited to amend the dates for the first sessional period in 2019 to Monday, 17 June, to Friday, 28 June 2019.

# IV. Organization of the intergovernmental process

## A. Implications for the organization of the intergovernmental process in the light of the implementation of the Paris Agreement

31. Since SBI 36, the SBI has been considering various options relating to the frequency and organization of the sessions of the governing and subsidiary bodies, including options for changing the periodicity of the sessions of the governing bodies from annual to biennial and options for alternating the host of such sessions between the seat of the secretariat and a host country.[13]

32. When considering the issue of session frequency, SBI 44 acknowledged that, owing to the work arising from the Paris Agreement and the decisions adopted at the Paris Conference, it is necessary to continue convening the sessions of the governing bodies annually in the pre-2020 period. It was therefore agreed to further consider the issue of session frequency and organizational scenarios at SBI 48.[14]

33. SBI 44 recognized the need to take into account the important role of the implementation of mandates under the Paris Agreement and the implications of any change in the frequency and organization of sessions for the mandates and work resulting from the Paris Agreement.[15] It requested the secretariat to provide more detailed information on the budgetary implications of different options in order to support the further consideration of these issues.[16]

34. Given the recent experience of COP 23 being convened at the seat of the secretariat, which is one of the options being considered by the SBI, Parties can reflect on that experience and consider the arrangements for convening future sessions of the UNFCCC at the seat of the secretariat. It must be noted that holding such a large conference at the seat of the secretariat required preparations above and beyond those required for the organization of regular sessions of the subsidiary bodies, as well as the extensive support from, inter alia, the Federal Government of Germany, various regional governments and the city of Bonn.

35. At its meeting on 12 March 2018, the Bureau explored the issue of session frequency, and the general view was that Parties would be in a better position to assess and discuss the advantages and disadvantages of the various options after completion of the PAWP in 2018 and/or after the pre-2020 period. Another view was that the discussion could be taken up now as it feeds into the broader discussion of how the UNFCCC intergovernmental process will evolve and how it can be made more efficient.

36. The SBI may wish to consider postponing the discussion on session frequency in the light of the outcomes of the Conference.

## B. Engagement of observer organizations and non-Party stakeholders in the intergovernmental process

37. SBI 40 recalled the conclusions of SBI 34 on various ways to engage observer organizations in the intergovernmental process[17] and requested the secretariat to provide, subject to the availability of resources, a report every two years on the implementation of

[13] See documents FCCC/SBI/2013/4, FCCC/SBI/2014/6, FCCC/SBI/2014/11, FCCC/SBI/2014/12, FCCC/SBI/2015/2 and FCCC/SBI/2016/2.

[14] FCCC/SBI/2016/8, paragraph 157.

[15] FCCC/SBI/2016/8, paragraph 158.

[16] As footnote 14 above.

[17] FCCC/SBI/2011/7, paragraphs 175–178.

those conclusions.[18] The latest report (for 2014–2015) was prepared for consideration at SBI 44.[19]

38. SBI 46 agreed that SBI 48 would take stock of progress in the implementation of the SBI conclusions on non-Party stakeholder engagement with a view to considering how such engagement can be further enhanced.[20]

39. As at COP 23, the cumulative number of observer organizations admitted to the UNFCCC process reached 2,259. The large number of admitted organizations has significant resource implications for the secretariat, which are not fully reflected in the current budget and require further consideration.

40. In this context, the SBI has on several occasions at past sessions reaffirmed the fundamental value of effective participation by observers and the value of contributions from observer organizations to deliberations on substantive issues.[21] It has also taken various steps to enhance observer engagement in the intergovernmental process. Substantive input to the process by observer organizations and other non-Party stakeholders through submissions, technical and background papers, workshop presentations, etc., has reached a significant level (see the table below).

41. The table below provides information on the implementation of the conclusions of SBI 34 and subsequent sessions related to the engagement of observer organizations and non-Party stakeholders during the period 2016–2017. The SBI may wish to take note of this information, reflect on the evolution of stakeholder engagement in the UNFCCC process and provide guidance on additional ways to enhance the engagement of non-Party stakeholders.

**Participation in the period 2016–2017 by observer organizations in the UNFCCC process in relation to the relevant conclusions of the Subsidiary Body for Implementation since its thirty-fourth session**

| *Conclusion of the SBI*[a] | *Implementation* |
|---|---|
| A. Invite the presiding officers of various bodies, as relevant, subject to the availability of funding, time and space: | |
| 1. To increase intervention opportunities for observer organizations and provide regular briefings on the advancement of work | Observers continue to make use of intervention opportunities at formal sessions; in the period 2016–2017, there were 299 such opportunities.<br><br>As a means for observers to engage in dialogue with presiding officers, the secretariat organized 15 briefings in 2016 and 2017. In addition, 25 dialogue and meeting opportunities with high-level officials were organized, including meetings with the Presidency and the Executive Secretary. |
| 2. To make greater use of inputs by non-Party stakeholders in workshops and technical meetings, as well as through submissions | A total of 58 workshops and meetings (including in-session workshops) were reported as open to observers in the period 2016–2017, with 231 observer presentations being made at those meetings.<br><br>Workshops and meetings that involved active participation and input by non-Party stakeholders include: the workshop to support the implementation of the Doha work programme on Article 6 of the Convention; the 4th and 5th Dialogues on Action for Climate Empowerment; meetings under the technical examination processes; NAP Expos; workshops and side events of the Least Developed Countries Expert Group; workshops and side events of the Nairobi work programme on impacts, vulnerability and adaptation to climate change; NAP training; and meetings of the constituted bodies.<br><br>Furthermore, expert speakers from observer organizations actively contributed to in-session workshops and thematic dialogues organized by the TEC. Non-Party stakeholders were also invited to participate virtually via webcast and to engage in the discussions using social media.<br><br>The Executive Board of the CDM made use of inputs from non-Party stakeholders as well. |

[18] FCCC/SBI/2014/8, paragraph 225.
[19] FCCC/SBI/2016/2, paragraphs 36-45.
[20] FCCC/SBI/2017/7, paragraph 120.
[21] FCCC/SBI/2004/10, paragraph 98; FCCC/SBI/2010/27, paragraph 140; FCCC/SBI/2011/7, paragraph 171; and FCCC/SBI/2017/7, paragraph 116.

| *Conclusion of the SBI*[a] | *Implementation* |
|---|---|
| | Established practice is that the annotated meeting agenda and annexes to the meeting report are made available for public input two weeks prior to a Board meeting. A standing item on the agenda of the Board meetings allows for observer interaction with the Board to provide input during the deliberations on each agenda item.<br><br>A special event during the forty-sixth sessions of the subsidiary bodies on how technological innovation can support the implementation of nationally determined contributions and mid-century strategies involved representatives of governments, United Nations agencies, intergovernmental organizations, NGOs, the private sector and academia, and featured expert speakers. |
| B. Encourage future Presidencies and hosts of sessions of the governing bodies: | |
| 1. To consider venue size | The Government of Morocco continued the practice of past hosts of providing a parallel venue for public and non-Party stakeholder engagement. Considerable space was offered adjacent to the venue of COP 22, CMP 12 and CMA 1.1 for side events, exhibits and various awareness-raising programmes. For COP 23, CMP 13 and CMA 1.2, the secretariat, with support from the Government of Germany, provided a similar venue, which could be reached from the main conference site, inter alia, by electric shuttle or bicycle. |
| 2. To engage stakeholders in the lead-up to and during sessions | The Government of Morocco allocated significant resources to the active engagement of observer organizations and other non-Party stakeholders leading up to, during and following COP 22, CMP 12 and CMA 1.1. The Fijian Presidency also made great efforts in this regard. |
| 3. To explore ways to enable admitted NGO constituencies to have an open dialogue with Parties | The Fijian Presidency, with support from the secretariat, successfully hosted an open dialogue with NGO constituencies and Parties during COP 23, CMP 13 and CMA 1.2. The agenda setting and the programming were conducted in a collaborative effort with the constituencies.[b] |
| C. Suggest that the hosts of future sessions of the governing bodies and the secretariat explore the possibility, subject to the availability of financial resources, of holding high-level events with observer organizations during the high-level segment | |
| | At COP 23, CMP 13 and CMA 1.2, the global climate action team, under the Marrakech Partnership for Global Climate Action, held a series of high-level events featuring prominent speakers to highlight the cross-cutting themes of finance, innovation, resilience, climate action and Sustainable Development Goals 2 (zero hunger) and 11 (sustainable cities and communities), followed by another high-level event that relayed the highlights of the five-day global climate action programme directly to the assembled delegates, ministers and Heads of State and Government in the main plenary room of the negotiations (http://unfccc.int/paris_agreement/items/10490.php). During COP 22, CMP 12 and CMA 1.1, the high-level champions held their first high-level event in plenary with high-level representatives of the eight thematic areas informing on their main achievements. Between the statements of non-Party stakeholders, three different panels took place to discuss issues related to climate action and natural systems, sustainable infrastructure and finance (http://unfccc.int/paris_agreement/items/9954.php). |
| D. Request the secretariat, where feasible and appropriate: | |
| 1. To further enhance Parties' access to submissions from non-Party stakeholders | At the end of 2017, the secretariat successfully launched a new online portal that provides one platform for statements and submissions from Parties and non-Party stakeholders (http://unfccc.int/documentation/submissions_and_statements/items/5900.php). |
| 2. To make use of observer inputs in the preparation of background documentation | The secretariat continues to take into account input from observer organizations in the preparation of background documents and, where appropriate, in the design of mandated activities in relation to a wide range of thematic bodies, such as Action for Climate Empowerment, the Adaptation Committee, the Durban Forum on capacity-building, the Nairobi work programme, the SCF, the TEC and the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts. Examples from the reporting period include calls for input:<br><br>• In relation to adaptation planning processes that address ecosystems and interrelated areas such as water resources; lessons learned and good practices in monitoring and |

| *Conclusion of the SBI*[a] | *Implementation* |
|---|---|
| | evaluating the implementation of ecosystem-based adaptation; and tools for assessing the benefits of mitigation and adaptation to enhancing resilience and emission reductions that ecosystem-based adaptation provides;<br>• On topics such as good practices, lessons learned and available tools and methods in the area of human settlements, and information on lessons learned and good practices in relation to adaptation actions and plans that could enhance economic diversification and have mitigation co-benefits;<br>• On indicators of adaptation and resilience at the national and/or local level or for specific sectors.<br><br>Moreover, representatives of business and industry NGOs, environmental NGOs, research and independent NGOs and intergovernmental organizations are members of the task forces of the TEC and actively participate in the intersessional work of the TEC. In the period 2016–2017, observer organizations contributed to the preparation of over 20 publications, including policy briefs, executive summaries, technical papers and compilations of good practices.<br><br>The CDM Executive Board commonly calls for public input to CDM methodologies, information notes and concept notes initiated to seek views of stakeholders on the areas to be covered/revised in the different documents and concerns that should be addressed. |
| E. Request the secretariat, subject to the availability of resources and where appropriate: | |
| 1. To allow the replacement of names in the ORS in exceptional circumstances | The ORS allows the designated contact points of observer organizations to replace names of participants as many times as required before a deadline or when a participant is confirmed. This enables visa applications to be made for the participants. In accordance with the conclusion of the SBI,[c] the secretariat enables the replacement of names of nominated representatives of admitted observer organizations in the ORS before and during sessions in exceptional circumstances, subject to the availability of resources. |
| 2. To enhance existing practices for the facilitation of non-Party stakeholder participation | The CDM Executive Board invites public input at an early stage in the preparation of concept notes that determine the direction of enhancing CDM processes and regulations. The Board encourages direct communication with stakeholders through its platform, where communications are posted publicly. It acts as a tool for identifying areas for improvement and gathering feedback from the stakeholder community. |
| 3. To increase the number of meetings that are webcast | All plenary meetings, meetings of the high-level segment and press briefings at large meetings (sessions of the governing and subsidiary bodies) are webcast. Selected special events and secretariat side events are also webcast, subject to the availability of resources and where appropriate. In addition, meetings of the CDM Executive Board, the Joint Implementation Supervisory Committee and the SCF are regularly webcast. Meetings and in-session events of the TEC are all webcast. Live broadcast of all official side events was implemented at COP 22, CMP 12 and CMA 1.1. |
| 4. To further encourage participation through enhanced virtual tools | A wide range of virtual participation and social media tools were used to facilitate enhanced non-Party stakeholder participation and interaction in many of the meetings and workshops mentioned above.<br><br>For example, all virtual and in-person participants in events and meetings organized by the TEC were invited to participate in the discussions via social media. In 2017, around 2,000 Twitter interactions and 1,200 Facebook interactions were counted. The technology information clearing house TT:CLEAR (http://unfccc.int/ttclear/) is a virtual platform used to broaden the engagement of stakeholders in climate technology issues and activities. In 2017, TT:CLEAR recorded over 17,000 users. |

*Note*: This table is a non-exhaustive overview of participation by observer organizations in the UNFCCC process during the reporting period.

*Abbreviations*: CDM = clean development mechanism, CMA = Conference of the Parties serving as the meeting of the Parties to the Paris Agreement, CMP = Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol, COP = Conference of the Parties, NAP = national adaptation plan, NGO = non-governmental organization, ORS = online registration system, SBI = Subsidiary Body for Implementation, SCF = Standing Committee on Finance, TEC = Technology Executive Committee.

[a] See documents FCCC/SBI/2011/7, paragraph 178; FCCC/SBI/2012/15, paragraph 241; and FCCC/SBI/2017/7, paragraph 119.

[b] SBI 46 encouraged the dialogue (FCCC/SBI/2017/7, para. 119(b)(i)).

[c] FCCC/SBI/2011/7, paragraph 178(e)(i).

# Annex I

## Possible elements of the provisional agenda for the twenty-fourth session of the Conference of the Parties[1]

Katowice, Poland
3–14 December 2018

(a) Opening of the session.

(b) Organizational matters:

- (i) Election of the President of the Conference of the Parties at its twenty-fourth session;
- (ii) Adoption of the rules of procedure;
- (iii) Adoption of the agenda;
- (iv) Election of officers other than the President;
- (v) Admission of organizations as observers;
- (vi) Organization of work, including for the sessions of the subsidiary bodies;
- (vii) Dates and venues of future sessions;
- (viii) Adoption of the report on credentials.

(c) Reports of the subsidiary bodies:

- (i) Report of the Subsidiary Body for Scientific and Technological Advice;
- (ii) Report of the Subsidiary Body for Implementation;
- (iii) Report of the Ad Hoc Working Group on the Paris Agreement.

(d) Preparations for the implementation of the Paris Agreement and the first session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement.

(e) Consideration of proposals by Parties for amendments to the Convention under Article 15:

- (i) Proposal from the Russian Federation to amend Article 4, paragraph 2(f), of the Convention;
- (ii) Proposal from Papua New Guinea and Mexico to amend Articles 7 and 18 of the Convention.

(f) Report of the Adaptation Committee.

(g) Development and transfer of technologies and implementation of the Technology Mechanism:

- (i) Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network;
- (ii) Linkages between the Technology Mechanism and the Financial Mechanism of the Convention.

(h) Second review of the adequacy of Article 4, paragraph 2(a) and (b), of the Convention.

[1] In accordance with Article 8, paragraph 2, of the Paris Agreement, the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts (Warsaw International Mechanism) shall be subject to the authority and guidance of the CMA. At CMA 1.3, matters relating to the Warsaw International Mechanism will be considered under its agenda item 3, "Matters relating to the implementation of the Paris Agreement".

(i) Matters relating to finance:

(i) Long-term climate finance;

(ii) Matters relating to the Standing Committee on Finance;

(iii) Report of the Green Climate Fund to the Conference of the Parties and guidance to the Green Climate Fund;

(iv) Report of the Global Environment Facility to the Conference of the Parties and guidance to the Global Environment Facility.

(v) Identification of information to be provided by Parties in accordance with Article 9, paragraph 5, of the Paris Agreement.

(j) Reporting from and review of Parties included in Annex I to the Convention.

(k) Reporting from Parties not included in Annex I to the Convention.

(l) Capacity-building under the Convention.

(m) Implementation of Article 4, paragraphs 8 and 9, of the Convention:

(i) Implementation of the Buenos Aires programme of work on adaptation and response measures (decision 1/CP.10);

(ii) Matters relating to the least developed countries.

(n) Gender and climate change.

(o) Other matters referred to the Conference of the Parties by the subsidiary bodies.

(p) Administrative, financial and institutional matters:

(i) Audit report and financial statements for 2017;

(ii) Budget performance for the biennium 2018–2019;

(iii) Decision-making in the UNFCCC process;

(q) High-level segment:

(i) Statements by Parties;

(ii) Statements by observer organizations.

(r) Other matters.

(s) Conclusion of the session:

(i) Adoption of the report of the Conference of the Parties on its twenty-fourth session;

(ii) Closure of the session.

# Annex II

## Possible elements of the provisional agenda for the fourteenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol

Katowice, Poland
3–14 December 2018

(a) Opening of the session.

(b) Organizational matters:

- (i) Adoption of the agenda;
- (ii) Election of additional officers;
- (iii) Organization of work, including for the sessions of the subsidiary bodies;
- (iv) Approval of the report on credentials;
- (v) Status of ratification of the Doha Amendment to the Kyoto Protocol.

(c) Reports of the subsidiary bodies:

- (i) Report of the Subsidiary Body for Scientific and Technological Advice;
- (ii) Report of the Subsidiary Body for Implementation.

(d) Matters relating to the clean development mechanism.

(e) Matters relating to joint implementation.

(f) Report of the Compliance Committee.

(g) Matters relating to the Adaptation Fund

(h) Report on the high-level ministerial round table on increased ambition of Kyoto Protocol commitments.

(i) Reporting from and review of Parties included in Annex I:[1]

- (i) National communications;
- (ii) Annual compilation and accounting report for the second commitment period for Annex B Parties under the Kyoto Protocol.

(j) Capacity-building under the Kyoto Protocol.

(k) Matters relating to:

- (i) Article 2, paragraph 3 of the Kyoto Protocol;
- (ii) Article 3, paragraph 14 of the Kyoto Protocol.

(l) Other matters referred to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol by the subsidiary bodies.

(m) Administrative, financial and institutional matters:

- (i) Audit report and financial statements for 2017;
- (ii) Budget performance for the biennium 2018–2019;

(n) High-level segment:

- (i) Statements by Parties;
- (ii) Statements by observer organizations.

[1] The term "Party included in Annex I" is defined in Article 1, paragraph 7, of the Kyoto Protocol.

(o) Other matters.

(p) Conclusion of the session:

(i) Adoption of the report of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol on its fourteenth session;

(ii) Closure of the session.

# Annex III

## Agenda for the third part of the first session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement

Katowice, Poland
3–14 December 2018

1. Opening of the session.
2. Organizational matters:
   (a) Adoption of the agenda;
   (b) Application of the rules of procedure of the Conference of the Parties;
   (c) Election of additional officers;
   (d) Organization of work;
   (e) Status of ratification of the Paris Agreement;
   (f) Approval of the report on credentials.
3. Matters relating to the implementation of the Paris Agreement.[1]
4. High-level segment.
5. Other matters.
6. Conclusion of the session:
   (a) Adoption of the report of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement;
   (b) Closure of the session.

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[1] This agenda item will address the modalities, procedures and guidelines that the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) at its first session is expected to consider and take decisions on in accordance with the mandates contained in the Paris Agreement, as well as the draft decisions to be recommended by the subsidiary bodies through the Conference of the Parties to CMA 1 for its consideration and adoption in accordance with the work programme in decision 1/CP.21, including Article 4 of the Paris Agreement and decision 1/CP.21, paragraphs 22–35; Article 6 and decision 1/CP.21, paragraphs 36–40; Article 7 and decision 1/CP.21, paragraphs 41, 42 and 45; Article 8 and decision 1/CP. 21, paragraphs 47–51; Article 9 and decision 1/CP.21, paragraphs 52–64; Article 10 and decision 1/CP.21, paragraphs 66–70; Articles 11 and 12 and decision 1/CP.21, paragraphs 81–83; Article 13 and decision 1/CP.21, paragraphs 84–98; Article 14 and decision 1/CP.21, paragraphs 99–101; and Article 15 and decision 1/CP.21, paragraphs 102 and 103. Any other matter concerning the implementation of the Paris Agreement could also be addressed by the CMA under this agenda item, as decided by the CMA.